



DEPARTMENT OF THE ARMY  
COALITION FORCES LAND COMPONENT COMMAND  
UNITED STATES ARMY FORCES CENTRAL COMMAND  
THIRD UNITED STATES ARMY  
APO AE 09306

REPLY TO  
ATTENTION OF:

Third U.S. Army/ARCENT/CFLCC Policy Memorandum OPL-SUST-33

AFRD-GD-MT

1 MAY 06

Expires: 1 MAY 08

MEMORANDUM FOR ALL THIRD U.S. ARMY/ARCENT/CFLCC AND SUBORDINATE  
COMMAND PERSONNEL

SUBJECT: Overage Recoverable Items Policy

1. References:

a. Automated Information System Manual for Standard Army Retail Supply System (SARSS-1) End User Manual.

b. DA PAM 710-2-1, Using Supply System Manual Procedures, 31 December 1997.

c. AR 735-5, Policies and Procedures for Property Accountability, 10 June 2002.

d. AR 710-2, Supply Policy below the National Level, 25 February 2004.

2. Purpose: To establish CFLCC standing operating procedures for theater management of Overage Recoverable Items.

3. Standards: **Units must submit a response for each line to the CLIX section NLT the 14th day of each month IAW paragraph 9.** The company commander must sign a cover sheet showing the disposition for each item on the ORIL.

4. General: Reparable items are identified as any item that has a recoverability code of A, D, F, H, or L. The Overage Recoverable Items List (ORIL) contains every recoverable repair part issued to a unit without a corresponding turn-in document through SARSS. Overage Recoverable are items that must be accounted for IAW AR 735-5. An item is considered overage if the turn-in document has not been processed through SARSS **within 10 days of issue.**

5. ORIL Manager's responsibilities:

a. Generate, publish and distribute the ORIL **NLT the 3 working day of each month** to the commands.

b. After receiving the completed monthly ORIL packets from the Support Operations Office, ORIL managers will **process and purge all ORIL documents meeting the disposition criteria** and provide ORIL status feedback to the company/unit NLT the **21st** of the month. ORIL Managers and MNC-I will publish extensions to the monthly suspense whenever OPTEMPO requires.

c. Publish tools and information to assist units in processing their ORIL.

6. Support Operations Officer/Class IX section Responsibilities:

a. Ensure all units receive the ORIL NLT the **7th** working day of each month.

b. Ensure units understand the ORIL policy and assist them in managing their turn-in program.

c. Receive the worked ORIL from the units, verify as complete, and forward to ORIL managers. Ensure the ORIL packet from each unit meets the disposition requirements IAW paragraph 9 and is received by the ORIL Managers prior to the monthly suspense.

7. Supply Support Activity (SSA) Responsibilities:

a. Accept, stamp, and process paperwork for ORIL turn-ins from supported units and maintain the paperwork on file for a period of 1 year. Ensure customers get a stamped copy of all turn-in documents for their records.

b. Instruct supported units on proper Defense Reutilization and Marketing Office (DRMO) turn-in procedures: Units must take either a DD Form 1348-1 (Issue Release/ Receipt Document) or a DA Form 2765-1 (Request for Issue or Turn-in Document) in 7 parts to the SSA (DRMO 4, Customer 1, SSA Turn-in Section 2). The SSA will visually inspect the items, ensure that the 1348-1 is filled out correctly, and verify that the item has: a RC of Z or O; a blank ARI code; and is not an RX or LMP line. The SSA will validate with Accountable Officer signature and maintain a copy of the paperwork in a suspense file until the unit returns with the second copy from DRMO verifying that the item has been turned-in. The SSA will maintain a file of the turn-in paperwork in document sequence for a period of 1 year.

c. Process Supply Discrepancy Report (SDR) upon submission by the unit. Provide a signed, stamped response to the unit and maintain the paperwork on file for a period of one year. Units will submit the SDR to Army Electronic Product Service website (AEPS), <https://aeps2.ria.army.mil/aepshome>.

8. Organizational Unit Responsibilities:

a. Units must turn in unserviceable parts to the supporting SSA **within 10 days of receiving recoverable items**. Items retained over this time are considered overage and will be reflected on

the monthly ORIL report. All unserviceable turn-ins must be turned in with the Condition Code "F".

b. Customer units will receive the ORIL from their Support Operations CLIX section. This list includes all issue documents that do not have a corresponding turn-in document processed in SARSS within 10 days. These are indicated by the following document identifier codes: A51 - Materiel Release Order from a customer requisition, D6S - Receipt from wholesale for dedicated customer requisition and D6K - Receipt from referral for dedicated customer requisition. Units are not required to account for unmatched turn-ins. These are indicated by a document identifier code of D6A. Units are required to account for all classes of supply. Units will submit ORIL packets through their Support Operations CL IX section by the 17<sup>th</sup> of each month.

9. Instructions to Clear Overage Items:

a. When Item Managers receive the completed monthly ORIL packet, they must ensure the cover sheet contains disposition for each item on the ORIL and is signed by the company commander. Item Managers will also verify documentation included in the packet for each item the unit requests be purged. In all cases, the documentation must have the same document number and reference the same quantity and NIIN. Write the type of criteria in the "Disposition" column of the cover sheet. Disposition should only be one of the nine options listed below:

(1) "Turned In" Provide the **stamped and signed D6Z turn-in document**. The SSA must inspect items prior to unit turn-ins to DRMO. **Also write the document number** (Date and Serial Number) of the D6Z turn-in document that matches the request in the "Disposition" column. If the unit turned in a substitute NIIN, provide paperwork to justify the substitution, for example FEDLOG printout or MWO.

(2) Prescribed Load List Demand Supported "PLL DS/RI". If the unit added the item to the PLL based on regular or seasonal demands, attach the **Demand Support Analysis Listing signed by the unit commander**. Units should have **three average monthly demands per part on hand** to justify an addition. DS/RI additions that increase PLL to greater than 150 lines must be approved by the first general staff officer.

(3) Prescribed Load List Command Supported "PLL CS". If the unit added the item to PLL as a command supported (non-demand supported) item, attach the **authorizing memo signed by the unit commander**. Unit commanders may authorize a maximum of 15 non-demand supported lines.

(4) Prescribed Load List Initial Stockage "PLL IS". If the item is initial stockage for new equipment, attach a **memorandum from the PBO or commander showing the receipt of the equipment (new or unit requirement during RIP/TOE)** for which the PLL was added. This accounts for the receipt of new end items, for example stocking an additional generator after receiving five additional HMMWVs.

(5) Not Received "Not Rec'd". If the item was never received, attach a **SDR signed and stamped** by the SSA.

(6) "Lost". If the item was lost, damaged, or stolen, attach a copy of the appropriate **investigation** IAW AR 735-5. Reports of Survey need only be initiated by the accountable officer (company commander in the case of CLIX) to clear the ORIL.

(7) "Shop Stock". Shop stock is authorized only for Repairable Exchange, Initial Mandatory Parts List, and geographically-separated maintenance support teams. Attach the **Demand Support Analysis Listing signed by the unit commander**. Units should have **three average monthly demands per part on hand** to justify an addition.

(8) Maintenance Work Order Add "MWO Add". Some MWOs direct addition rather than replacement of items. Provide the relevant portion of the **MWO** and highlight the line item of the addition.

(9) "Property". Items added to a unit property record as property book end item, AAL, COEI, or BII, can be cleared by providing the **ULLS-S4 or property book record**. A signed, stamped property book addition record (DA Form 3161) may be acceptable if the property has not yet been added.

b. Units retaining items for future use may note the reason on the ORIL, but these items will remain unmatched. Items remaining unmatched in excess of 60 days will be identified to the Support Operations Class IX section. The following are examples of explanations for unmatched recoverable that will not result in purging the ORIL:

- (1) No response
- (2) Not yet installed
- (3) BF, CA, or other status
- (4) Awaiting turn-in
- (5) Awaiting paperwork
- (6) Memo

10. UIC/DODAAC change for SARSS1 and SAMS1. Only SARSS, SAMS, SAAS-MOD and CL VIII DODAACs can be realigned to a UIC. This process will take the DODAAC from the redeploying unit and move it to the replacing unit during the RIP/TOA. The change-over transaction can be completed by submitting an email to the DODAAC Cell CFLCC-C4 along with the date that the DODAAC realignment needs to take place.

11. Out-Processing. Units must clear their ORIL through the RIC-GEO managers; with final clearance through the Theater ORIL Section. This can be accomplished via the Deployment, Redeployment, Operations and Plans Section (DROPS) webpage <http://www.swa.arcent.army.smil.mil>. If units fail to clear, CFLCC C-4 reserves the right to appoint an AR 15-6 Investigating Officer to assess liability.

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12. Point of contact this Policy Letter is CFLCC C-4 Maintenance, 430-5472/5478/5036,  
[cflcc3afwdc4maint@swa.army.mil](mailto:cflcc3afwdc4maint@swa.army.mil)

FOR THE COMMANDER:

A handwritten signature in black ink, appearing to read "T. Gorrell". The signature is fluid and cursive, with the first letter of the last name being a large, stylized "G".

TIMOTHY C. GORRELL

COL, GS

Chief of Staff, Forward